



Fort Lee Housing Authority

1403 Teresa Drive
Fort Lee, New Jersey 07024
Tel (201) 947-7400/7401
Fax (201) 947-9710

HOUSING AUTHORITY OF THE BOROUGH OF FORT LEE

MINUTES OF SCHEDULED MEETING

APRIL 2, 2025

1. **MEETING** called to order at 6:10 pm by Chair, Sherry Bauer, via a Hybrid Meeting on April 2, 2025.
2. Pursuant to the Open Public Meetings Act the Chair read the following statement:

Adequate notice of this meeting has been provided in the following manner:

On December 22nd, 2024, a notice of this meeting, setting forth the date, time and location of this meeting was posted on the Housing Authority's officially designated public bulletin board at 309 Main Street, Fort Lee, New Jersey, the authority's website and provided to The Record, The Jersey Journal and The Clerk of the Borough of Fort Lee.

The Secretary is hereby directed to enter into the minutes of this Meeting this public announcement.

3. **Roll Call:**

PRESENT: Commissioners, S. Bauer, R. Sohmer, D. Steinberg, C. Chung, E. O'Neill,
Liaison Councilman Joseph Cervieri.

ABSENT: A. Yook, J. Blau

This meeting is open to the public but no public members are present.

4. **Minutes:**

Motion made by Roberta Sohmer, seconded by Elsie O'Neill, to approve the Minutes of the meeting of March 5, 2025.

Ayes: S. Bauer, R. Sohmer, D. Steinberg, C. Chung, E. O'Neill
Nays: None
Abstain: None
Absent: A. Yook, J. Blau



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5. Executive Director's Report:

Mr. Corriston advised the Board of the following:

As previously advised that there was a cracked sewer line in rear which was found when we had a back up. A camera revealed we needed to replace a total of 20 feet of PVC plus the T connection which would run into the existing clay tile pipe. The cost after much negotiation was \$10,500 for the excavation and piping plus \$3000 to another contractor to replace the sidewalk over the lines. However, we learned today when they came that an additional 55 feet of clay piping, was damaged due to growth in the area. Initially, they wanted another \$13,000 bringing the total to \$23,500.00 plus \$3,000.00 for the sidewalks. However, a foreman on sight was able to determine that they could make the repair without disturbing the sidewalk which will save us the \$3,000.00 and they agreed to do the whole job for \$21,000.00. We shouldn't have any more problems with this line.

We completed our analysis of the FSS program and will be notifying both existing and past participants of the correct amount of their escrow accounts. We will start paying out the amounts to those who have graduated.

We were notified that Bergen County Housing Authority is opening the wait list on 4/14/25 through 4/18/25. They will be randomly selecting 350 participants. The information is on their website at www.habcnj.org.

Reminder to all to please remember to file your financial disclosure statement by 4/30. Everyone should have received an email from Constantina Roditis at the Borough Clerk's office.

We received the plans and specs for our new CDBG projects with Bid Opening on 4/10/25. The CDBG Projects are HJHH Life Safety and Roof Replacement at 8th Street.

We may ask for a special meeting just to award those two contracts. April 22 or 24.



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In our Senior building we have 1 Studio just became available. We have 2 bedrooms in our family building about to be available, but it needs some painting and upgrades. Our work orders are up to date. We are working on one bathroom rehab which we are outsourcing.

Our voucher utilization breakdown is 492 Active plus 11 issued totaling 503 plus 39 for Holtje House equal to 542. Our inspections are up to date. We had 28 completed.

Mr. Corrison reviewed the proposed Resolutions with the Board. Which includes the following:

- **Resolution 2457** - Bills for payment
- **Resolution 2458** - Resolution by the Commissioners of the Housing Authority of the Borough of Fort Lee authorizing the Executive Director to extend the contract for landscaping and ground maintenance services for the Harry J Holtje House and 2423 1st Street, Fort Lee, New Jersey, for a one-year term with Bill's Landscaping beginning April 15, 2025, and terminating November 30, 2025.
- **Resolution 2459** - Resolution of the Board of Commissioners of the Borough of Fort Lee authorizing entering into the Grant Agreement with the County of Bergen for the use of the Community Development Block Grant Funds.

6. RESOLUTIONS:

A motion to adopt the following Resolutions by Consent was made by S. Bauer and seconded by D. Steinberg.

- **2457-** Bills for payment.
- **2458-** Resolution by the Commissioners of the Housing Authority of the Borough of Fort Lee authorizing the Executive Director to extend the contract for landscaping and ground maintenance services for the Harry J Holtje House and 2423 1st Street, Fort Lee, New Jersey, for a one-year term with Bill's Landscaping beginning April 15, 2025, and terminating November 30, 2025.
- **2459-** Resolution of the Board of Commissioners of the Borough of Fort Lee authorizing entering into the Grant Agreement with the County of Bergen for the use of the Community Development Block Grant Funds.



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7. ADJOURNMENT:

Motion made by R. Sohmer, seconded by E. O'Neill to adjourn the meeting at 6:31 pm.

Ayes:	S. Bauer, R. Sohmer, D. Steinberg, E. O'Neill, C. Chung
Nays:	None
Abstain:	None
Absent:	A. Yook, J. Blau

Respectfully submitted,

Terrence Corriston
Executive Director